

To request a Time Extension (TE) or Alternative Diversion Requirement (ADR), please complete and sign this request sheet and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

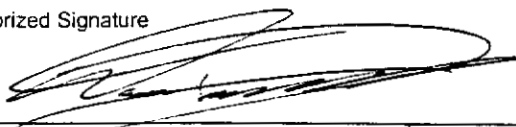
Mail completed documents to:

California Integrated Waste Management Board
Office of Local Assistance, (MS 25)
1001 I Street
PO Box 4025
Sacramento CA 95812-4025

General Instructions:

For a Time Extension complete Sections I, II, III-A, IV-A, and V.

For an Alternative Diversion Requirement complete Sections I, II, III-B, IV-B and V.

Section I: Jurisdiction Information and Certification <i>All respondents must complete this section.</i>			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name Laguna Hills		County Orange	
Authorized Signature 		Title Management Analyst	
Type/Print Name of Person Signing David Reynolds	Date July 2, 2004	Phone (949) 707-2620	
Person Completing This Form (please print or type) David Reynolds		Title Management Analyst	
Phone (949)707-2621	E-mail Address dreynolds@ci.laguna-hills.ca.us		Fax (949)707-2614
Mailing Address 25201 Paseo de Alicia Suite 150	City Laguna Hills	State CA	ZIP Code 92653

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Section II—Cover Sheet

This cover sheet is to be completed for each Time Extension (TE) or Alternative Diversion Requirement (ADR) requested.

1. Eligibility

Has your jurisdiction filed its Source Reduction and Recycling Element, Household Hazardous Waste Element, and Nondisposal Facility Element with the Board (must have been filed by July 1, 1998 if you are requesting an ADR)?

☐ No. If no, stop; not eligible for a TE or ADR.

☒ Yes. If yes, then eligible for a TE or ADR.

2. Specific Request and Length of Request

Please specify the request desired.

☒ **Time Extension Request**

Specific years requested 2

Is this a second request? ☒ No ☐ Yes Specific years requested. 2004,
2005

(Note: Requests for an additional extension will need to address why the jurisdiction's efforts to meet the 50% goal by the end of the first extension were not successful.)

☐ **Alternative Diversion Requirement Request (*Not allowed for Regional Agencies*).**

Specific ADR requested %, for the years .

Is this a second ADR request? ☐ No ☐ Yes Specific ADR requested %, for the
years

(Note: Requests for an additional ADR will need to address why the jurisdiction's efforts to meet 50% by the end of the first ADR period were not successful.)

Note: Extensions may be requested anytime by a jurisdiction, but will only be effective in the years from January 1, 2000 to January 1, 2006. An original request for a TE/ADR may be granted for any period up to three years and subsequent requests for TE/ADR may extend the original request or be based on new circumstances but the total number of years for all requests cannot total more than five years or extend beyond January 1, 2006.

Section IIIA—TIME EXTENSION

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's progress in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIA-1).

- 1. Why does your jurisdiction need more time to meet the 50% goal? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.**

See attached sheets

- 2. Why does your jurisdiction need the amount of time requested? Describe any relevant circumstances in the jurisdiction that contribute to the need for a Time Extension.**

See attached sheets

- 3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.**

See attached sheets

- 4. Provide any additional relevant information that supports the request.**

See attached sheets

Section IIIB—ALTERNATIVE DIVERSION REQUIREMENT

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's efforts in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIB-1.).

1. Why does your jurisdiction need an Alternative Diversion Requirement? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.

2. Why is your jurisdiction requesting an Alternative Diversion Requirement in lieu of a Time Extension?

3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

4. Describe any relevant circumstances in the jurisdiction that contribute to the need for an ADR. Provide any relevant information that supports the request.

Section IV A—PLAN OF CORRECTION

A Plan of Correction is required by PRC Section 41820(a)(6)(B). The plan is fundamentally a description of the actions the jurisdiction will take to meet the 50% goal by the expiration of the Time Extension.

Attach additional sheets if necessary.

Residential %		28	Non-residential %		72
PROGRAM TYPE Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
2030-RC-OSP	expand	Expanded collection of recyclables, cardboard and high grade papers from businesses, restaurants, and Laguna Hills mall. The City and CR&R will continue to contact top generators in order to increase business participation.	refuse rates	December 31, 2005	11%
4060-SP-CAR	expand	Hauler to deliver all construction waste collected in city to its C&D processing facility in Stanton.	refuse rates	December 31, 2005	6%
7000-FR-MRF	expand	Residential curbside materials are processed at CR&R. In addition, changes in configuration of the MRF and adjacent property has allowed increased recovery of concrete and soils.	refuse rates	December 31, 2005	1%
3070-CM-OTH	new	Residential horse manure diversion program using barrels. The City performed an audit of residential accounts and identified accounts with equestrian waste. These accounts were provided with a separate barrel to place equestrian waste. This waste will be collected and transported to a permitted compost facility.	refuse rates	December 31, 2005	1%
7000-FR-MRF	new	Multifamily units will be collected and processed at the hauler's mixed waste MRF in Stanton.	refuse rates	December 31, 2005	3%
8000-TR-WTE & 8000-TR-BIO	new	Residual from the multifamily waste will be delivered to the Long Beach WTE facility. The City will also be diverting wood waste to approved biomass facilities as part of its overall diversion strategy.	refuse rates	December 31, 2005	5%
Total Estimated Diversion Percent From New and/or Expanded Programs					27%
Current Diversion Rate Percent From Latest Annual Report					23%
Total Planned Diversion Percent Estimated					50%

PROGRAMS SUPPORTING DIVERSION ACTIVITIES

PROGRAM TYPE	NEW or EXPANDED	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED
5010-ED-PRN	expanded	A new brochure devoted to business recycling is being produced and will be distributed to all businesses as part of the increased attention to commercial recycling	Ongoing

<p>5020-ED-OUT & 5030-ED-SCH & 2010-RC-DRP & 2080-RC--SPE</p>	<p>expanded</p>	<p>The City is providing residents with information on the efforts to reduce contamination from the curbside collection program of recyclables. It is anticipated that the educational impact will be a reduction in the amount of residue generated from the processing of the commingled residential recyclables.</p> <p>The City will continue to educate the Public through a public education booth at various city events. In addition, the City will work with the hauler to educate businesses through workshops, educational materials and visits to businesses.</p> <p>The City has set up an extensive C&D educational website to assist contractors and developers in complying with the C&D ordinance. In addition, the City provides a packet at the building and engineering counter to all applicants, and assists applicants through meetings when requested to understand and guide them on how and what to recycle during construction.</p> <p>The City has also placed recycling collection containers throughout its parks and recreation areas.</p> <p>The City will be working with the CIWMB to conduct waste assessments of the schools located within the city. The results of the waste assessment will be used to provide the school district with a customized recycling plan.</p> <p>The City has expanded its diversion efforts to include the provision of recycling containers at city sponsored and other special occasions. Collection and recycling of the diverted recyclables is done as part of the hauler's contract.</p>	<p>Ongoing</p>
<p>6020-PI-ORD & 6010-PI-EIN DRS County self-haul study</p>	<p>expanded</p>	<p>The City has adopted a C&D recycling ordinance and has trained Planning staff in the implementation of the program. The City provides a 50% incentive for loads of source separated C&D rolloff loads. The City provides a 31% price reduction for service commercial recycling bins.</p> <p>The County of Orange is completing in July, 2004, a major self-haul study of its landfill system. Preliminary findings of this study show a self-haul rate of approximately 30% for Prima Desecha Landfill. This data appears to substantiate the high reported self-haul tonnages for the city of San Juan Capistrano. The city will continue to work with the County IWMD to determine how the results of this study will impact the city's diversion rate.</p>	<p>Ongoing</p>

Section IV B—GOAL ACHIEVEMENT

Goal Achievement describes the activities the jurisdiction will use to achieve the ADR.
Attach additional sheets if necessary..

Residential %			Non-residential %		
PROGRAM TYPE	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LG/Central/PARIS/Codes/Reduce.htm					
		Total Estimated Diversion Percent From New and/or Expanded Programs			
		Current Diversion Rate Percent From Latest Annual Report			
		Total Planned Diversion Percent Estimated			
PROGRAMS SUPPORTING DIVERSION ACTIVITIES					
PROGRAM TYPE	NEW or EXPAND	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED		

Section V – PARIS

Office of Local Assistance staff will be reviewing your Jurisdiction's Planning Annual Report Information System (PARIS) database printout as part of the evaluation of your request. Should the Jurisdiction have updates or revisions to the program implementation from the latest Annual Report submitted to the Board, please attach to the application the Jurisdiction's PARIS database printout showing updates or revisions.

Contact your Office of Local Assistance Representative at (916) 341-6199 for a copy of PARIS, or go to the Board's website at www.ciwmb.ca.gov/LGCentral/PARIS/.

Section IIIA. 1.

The elements for the recycling program identified in the SRRE were written in 1991. As described in the City's Annual Report, the majority of these programs have been implemented. The City believes that an aggressive implementation of its existing SRRE programs along with the additional efforts noted in this second time extension will result in the attainment of the City's diversion mandate.

Each of the programs identified in the City's original ADR are listed below. The City has experienced several barriers in the implementation of its Plan of Action. The accompanying text describes each program's level of attainment, the barriers encountered, and the solutions developed and proposed for a second 1066 time extension.

Program 2030-RC-OSP projected an additional diversion of 3,010 tons/year. Collection of cardboard, newspaper, glass, and other recyclable materials at commercial 3-yard bin locations throughout the City would achieve the diversion. Although the franchised hauler hired a full-time recycling coordinator in September of 2002, the pace of implementation fell behind in mid-2003. The City was able to get 21 bins placed by the end of original ADR. The City has identified that more time and assistance is required in order to fully implement the commercial recycling portion of its proposed Plan of Correction (POC). The hauler has agreed with the City that additional staffing resources are required to fully implement the plan and is dedicating a total of seven employees to commercial recycling. The City has also identified that the hauler needs more City support when first approaching businesses to enroll them in a recycling program. City staff will be working with the hauler in making more initial contacts throughout the commercial sector.

The City has identified that a lack of reporting and monitoring of the hauler's effort by City staff acted as a barrier to fully implementing the program as originally designed. As a remedy the hauler and the City have established a bi-monthly reporting system. These reports will be forwarded monthly to the OLA staff administering the City's 1066 POC so all parties can be current on the status of implementation.

In addition to the monitoring efforts described above the City will also work with its hauler to monitor the level of refuse service reduction that is realized with the introduction of the recycling bins. The hauler will provide, on a monthly basis, a list of all recycling commercial accounts by their level of service and the anticipated reduction in solid waste collection. The list will include customer name, location, equipment deliveries and removals and a contact person for each account. The City will perform spot follow up checks with the customers to be certain that refuse service reductions are occurring in accordance with the impact of the recycling activities. The purpose of the monitoring activities is to insure that the economic benefits of reduced disposal bills is passed onto the participating businesses. This will create a positive economic incentive in addition to the reduced collection rates for recycling bins that is described in supporting program 6010-PI-EIN.

The implementation of 4060-SP-CAR has been successful in diverting a monthly average of six (6) roll-off boxes to the C&D facility by December 2003. The implementation of this program required the successful completion of six elements: (1) permitting a site at the County's landfill; (2) the design and placement of processing equipment; (3) identification of targeted C/D accounts using roll-off containers; (4) training of drivers and customer service staff; (5) design and installation of a computerized tracking system; and (6) identification of market outlets for the diverted C/D materials. The program has encountered several barriers that prevented the program from achieving the diversion levels identified in the first time extension. The siting of the facility took until April 2003 to complete. Although successfully permitted, the C&D facility has a daily throughput limit of 50 tons per day.

In early 2004 the City was notified by its hauler that, due to the terms of the arrangement with the County of Orange, the City of Laguna Hills was not eligible to have its C&D materials processed at the facility. The City is exploring with the County if there is any way that Laguna Hill's C&D material can be allowed into the County landfill site. In the interim the City has negotiated with its hauler to take C&D loads directly to the hauler's C&D facility in Stanton. Given the long driving distances involved this approach will require close monitoring as to its costs and diversion effectiveness. The City believes that by requiring the same bimonthly reporting system being used for the commercial recycling that the C&D diversion will be satisfactorily monitored to assure compliance with the City's proposed 1066. Copies of the tracking tool supplied by the CIWMB OLA's office will be forwarded to the CIWMB on a monthly basis.

Program 7000-FR-MRF identified an increase in diversion of 430 tons. The City's original ADR required all of the city's residential recyclables to be delivered to the hauler's Stanton MRF. During the last quarter of 2003, the city became aware that all its residential recyclables were not being delivered to Stanton. During a meeting with the hauler the city was told that the Stanton facility was at maximum processing capacity. Negotiations with the hauler were successful in having the City's material placed at the top of the hauler's processing priorities. As of December 2003, all the city's loads are now being processed at CR&R's Stanton MRF. The City will continue to monitor this program for compliance and has indicated to the hauler that it must identify the number of loads being delivered to the Stanton MRF in its bi-monthly report. In addition, the report must also identify the method by which the hauler is measuring the reduction in residue of the City's residential recyclables. Upon receipt of this information, the City will communicate monthly with OLA staff on the amount of tonnage that can be verifiably attributed to this program. Another barrier to achieving the diversion goals of this program is the difficulty in marketing mixed colored glass. The City has directed its hauler to explore the marketing of the mixed glass portion of the processing residue. The marketing of the mixed glass would help solve the high residue problem.

Program 5010-ED-PRN identified the production of brochures and public information to promote recycling in the residential and commercial sectors. As part of the expanded commercial recycling program, a tri-fold colored brochure was produced and distributed to all commercial accounts in Laguna Hills. The brochure describes the different

recyclables that businesses can recover and gives information on the size and types of containers available. The brochure also offers all businesses technical assistance in setting up their recycling program and describes the cost benefits the business will experience through program implementation. In addition, an information brochure on C/D recycling was designed. The brochure is being provided to contractors at the City's planning counter. Finally, the residential sector will be receiving special educational materials that will focus on reducing the amount of contamination in the commingled residential curbside collection program. This educational effort is being pursued with the expectation that the reduction in contamination will result in a lower processing residue and increased levels of diversion. With these efforts completed, the city is satisfied that this portion of its 1066 Plan of Action will be fully implemented.

Program 5020-ED-OUT provides technical assistance to all businesses in the City. As noted above, both the City and its hauler are increasing the level of technical assistance to businesses through increased staffing and City involvement. The City's hauler has established a web site that advertises all recycling services available to residents and businesses and includes news updates related to the City's recycling programs.

Program 6020-PI-ORD has been fully implemented. The City has been working in concert with four other South Orange County cities to develop an ordinance requiring C/D diversion programs. The City joined with the other cities and held three workshops where information on other California C/D ordinances was reviewed and analyzed. The City Planning Department has finalized its procedures and completed the internal staff training to implement the ordinance that was adopted by the City in the last quarter of 2003. Non-compliance with the ordinance can result in financial levies on the builder and civil penalties.

Program 8000-TR-BIO will divert woody waste from the construction and demolition waste stream. Biomass diversion is a new program added to this second time extension request. The City will submit its request for biomass credit with its Annual Report.

Program (3070-CM-OTH) is directed at the equestrian portion of the City wastes. This program will provide collection of horse bedding and manure and transportation to a permitted composting facility. The City and the hauler performed an audit of the City to identify the potential for horse manure/bedding diversion through composting. A separate barrel (green as opposed to the black trash barrel) will be used to collect the horse manure. The program has begun through a notification letter sent to horse property owners informing them of the availability of the program. The program will be monitored through site visits by the hauler. The site visits will note participation rates and any program issues. A report of these site visits will be made by the hauler and presented on a monthly basis for City staff review.

In addition to the program implementation barriers, the City has also encountered barriers in the determination of the accuracy of its disposal figures. The problem has been in two areas. First, misreported tonnage has been an ongoing problem as the City is contiguous with jurisdictions with the same zip code and similar names. (i.e. Laguna Woods, Laguna

Niguel). The City has been working with its hauler to more accurately determine the City's disposal levels. As a result of this effort the city will be submitting a tonnage modification request for approximately 1,600 tons. Second, the amount of self-haul tonnage attributed to the City has also presented a barrier to the City obtaining an accurate diversion percentage. The County of Orange is completing in July, 2004, a major self-haul study of its landfill system. Preliminary findings of this study show a self-haul rate of approximately 30% for Prima Desecha Landfill. This data appears to substantiate high reported self-haul tonnage for Laguna Hills. The City will continue to work with the County IWMD to determine how the results of this study will impact the City's diversion rate. Once the data are available, the City will complete a pending base year study that will incorporate both a more accurate disposal figure as well as an identification of the source and quantity of the self-haul waste allocated to the City.

Section IIIA. 2.

The City is requesting a time extension to December 31, 2005. The City believes that the time extension will allow it to oversee the successful implementation of all the programs identified in its time extension request. As part of the implementation strategy the City will require its hauler to have all programs fully implemented by Dec. 31, 2004. Granting the time extension until Dec. 31, 2005, will provide the City one full year to monitor the results of full implementation and to determine if the City is successful in achieving the 50% diversion requirement.

Section IIIA. 3.

The City has implemented 25 programs in its SRRE and is adding 7000-FR-MRF, 8000-TR-BIO and 2080-RC-SPE with this submission. The City's 2002 Annual Report describes the programs that were operating in 2002.

The City has a successful automated residential curbside recycling program. A variable can rate was established for all residential customers. The recycling programs are publicized in the quarterly newsletter from CR&R.

Recycling brochures and a green waste collection schedule are mailed to all customers initiating service.

Special recycling is provided for telephone books and Christmas trees. A recycling video is available to all school libraries and the City and CR&R work with the schools to promote recycling and resource recovery projects.

Speakers on recycling are available to businesses, schools and for community groups. Field trips are offered at CR&R's commingled sorting facility and yard for public and private schools and other organizations.

The City utilizes procurement practices to promote the purchase of local compost and mulch when it is feasible to do so.

The xeriscape program and the backyard composting program (1000-SR-XGC and 1010-SR-BWR respectively) are supported through joint program implementation with the County of Orange.

The residential drop off and buy back programs (2010-RC-DRP and 2020-RC-DRP respectively) were implemented through the placement of private drop off/buy back facilities which have since left the City. Residents are now directed to neighboring city drop-offs via the City's web site and reference to Orange County's web site information.

All households outside of the HOAs have residential green waste curbside service (3000-CM-RCG). The residential self-haul green waste program (3010-CM-CSG) has successfully diverted green waste to the Tierra Verde Composting Facility.

Government Composting (3060-CM-GOV) is implemented via the City's contract landscaper. The City's contract requires the landscaper to deliver all materials to the Tierra Verde Composting facility.

The City is implementing Program (3070-CM-OTH) which is directed at the equestrian portion of the City wastes. This program will provide collection of horse bedding and manure and transportation to a permitted composting facility.

A permanent household hazardous waste facility (9000-HF-PMF) has been available for many years at the Prima Deshecha Landfill. This obviated the need for the periodic collection events and also provides residents with a permanent on-going opportunity to properly dispose of household hazardous waste.

Section IIIA. 4.

In order to increase the commercial recycling accounts, the City has initiated contact with commercial accounts to support the efforts of the solid waste franchisee. These efforts have directly led to the successful placement of four bins at the City's largest waste generator, the Laguna Hill Mall. The City will continue to support the solid waste franchisee's efforts in outreaching, educating, and encouraging businesses to set up recycling accounts. In addition, the City has set up businesses workshops, at which CR&R, the City's solid waste franchisee, will be invited to explain the recycling program. The City's recycling coordinator will continue to seek opportunities to speak at the local business organizations and educate businesses on the benefits of recycling.

The City purchases all of its printers and copier paper RCP paper. In addition, staff are encouraged to reduce the use of paper when possible, such as review of e-mail electronically rather than printing and reading. The use of double sided copying is highly encouraged whenever possible. The City has moved into its new Civic Center and will use this opportunity to place recycling containers in all City offices to encourage recycling at the office level. This includes the business tenants that lease space in the City's new Civic Center building. The City's janitorial service provider will be required to collect the trash separately from the recycling containers. In addition, large recycling

containers will be placed in rooms where large amounts of recyclables are expected, such as copy rooms.

The City and the hauler are looking into opportunities for food composting. The geographic area of South Orange County is isolated from the recycling infrastructure available in other regions of the County. Therefore, the City is working with its hauler to advance the diversion infrastructure by actively exploring siting possibilities for a commingled recyclable MRF, a composting facility, and the development of a permanent processing site for C&D materials.

The City provides economic incentives for businesses to recycle through a 31% price reduction for commercial recycling bins and containers. The City is working with its hauler to educate businesses as to the financial benefits of the reduced disposal costs generated by the implementation of recycling programs at their places of business.

The City has directed its hauler to utilize biomass facilities for the wood waste that is recovered from C&D processing activities.

Residue from the multifamily MRF processing will be directed to the Long Beach transformation facility.

The hauler provides all businesses and residents in the City with twice a year, by call, free curbside events to dispose of bulky items. In addition, the hauler picks up e-waste and refrigerators as often as needed for a nominal fee.

Finally the City has implemented the following diversion programs that were not in the SRRE:

1. The MRFing of all multifamily wastes at the hauler's mixed waste MRF in Stanton.
2. The implementation of a horse manure composting program focusing on the horse properties contained within the city.
3. Commingled commercial recycling barrels at small generators
4. Processing of all roll-off box C&D wastes at the hauler's Stanton facility.
5. Special Event recycling at City sponsored events.
6. Utilization of the Long Beach transformation facility for the disposition of the processing residue from the multifamily MRF program.